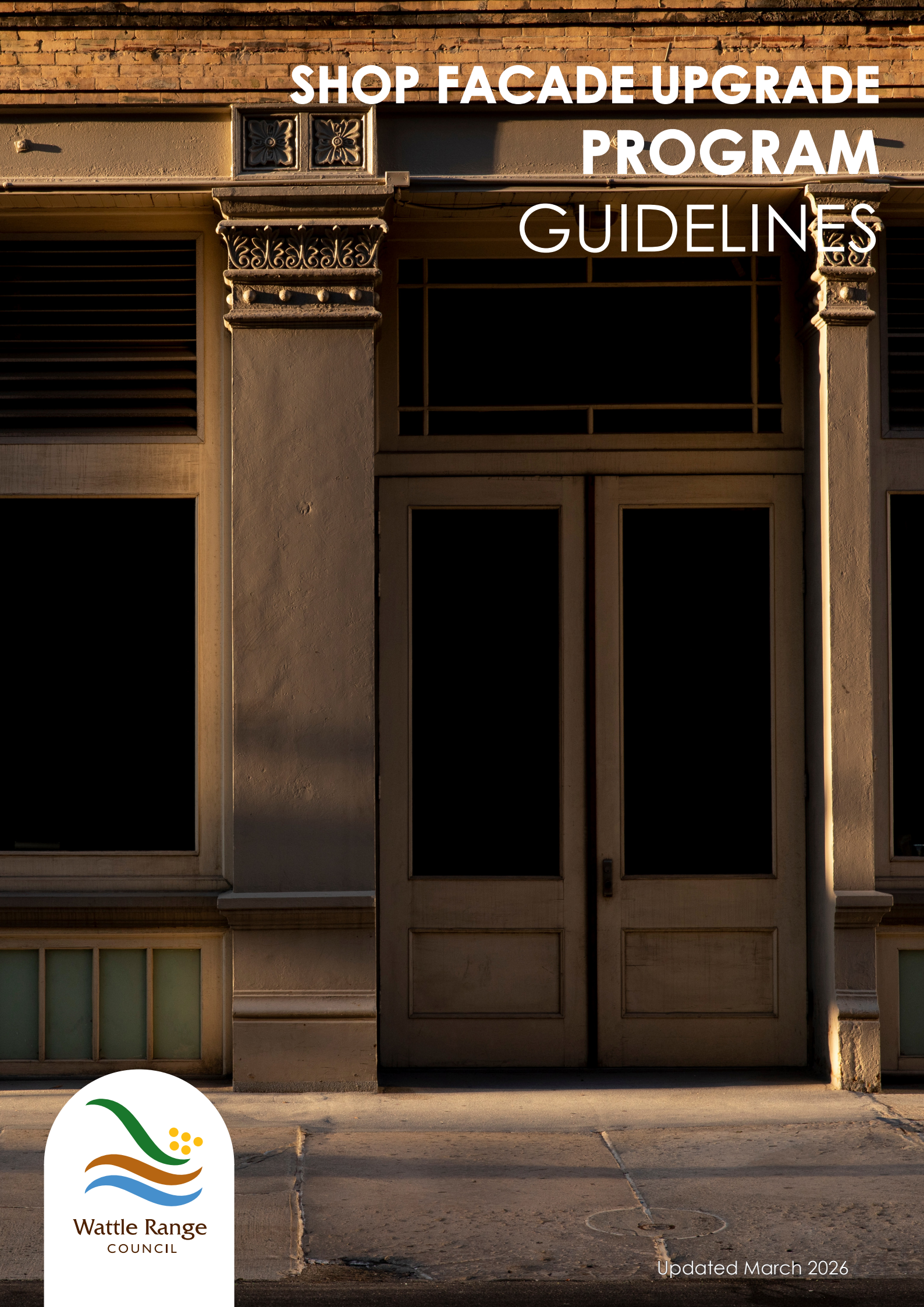
SHOP FACADE UPGRADE PROGRAM GUIDELINES



Wattle Range
COUNCIL

Updated March 2026

ABOUT THE SHOP FACADE UPGRADE PROGRAM

The Shop Facade Upgrade Program encourages business and property owners to enhance their street appeal by making small improvements to the public facade of their business.

The program aims to encourage the creation of attractive facades and to enhance the character of the region, which could have significant economic benefits. High-quality, well-maintained frontages contribute towards a strong sense of identity, make our streets feel safer, and are more inviting for local residents and visitors.

The program is open to any business in the Wattle Range Council area that wishes to improve the shop facade and/or improve accessibility for people with a disability.

Preference will be given to shops in the land planning zones of Township, Township Activity Centre or Suburban Activity Centre. You can search your zone in the South Australian Property and Planning Atlas at www.sappa.plan.sa.gov.au

WHAT FUNDING OPTIONS ARE THERE?

The Wattle Range Council Shop Facade Upgrade Program has been established to encourage business owners to invest in shopfront improvements.

Council allocates up to $20,000 per financial year to the program. Grants of up to $4,000 may be awarded to businesses to improve their business facade. Grants are awarded on a dollar-for-dollar basis up to $4,000 unless special circumstances apply. The value of work must exceed $1,000.

Application can be made at any time throughout the year.

THINGS TO REMEMBER

- Applicants must be able to contribute at least 50% of the total cost of the project unless extenuating circumstances can be demonstrated.
- Payment of grant funding is made after the successful completion of the project by the applicant.
- Council only provides grant funds via Electronic Funds Transfer (EFT). Applicants must provide bank account details in the same name as the applicant. Funding will only be paid to the applicant of the grant.
- All grants must be completed and claimed by 30 June of each financial year.

AM I ELIGIBLE TO APPLY?

Wattle Range Council business or property owner that leases to a business located in the Wattle Range area (If the applicant is a tenant, written consent of the owner must be submitted with the application)	✓
Open shop located in the Wattle Range Council area	✓
Work to improve accessibility for people with a disability (e.g. ramp)	✓
Cleaning of the existing facade and removal of cladding or redundant material such as signs, air conditioning units or hoardings	✓
The introduction or upgrade to structural facade weather protection elements such as awnings	✓
Improvements to frontages that interact with the street, for example servery windows, bifold doors or large windows	✓
Installation/upgrade of business signage if part of a broader shopfront enhancement project	✓
Creative facade improvements such as murals or artwork, adding greening, feature lighting or other interesting elements	✓
Repainting of the building facade or windows	✓
Total value of work exceeds $1,000	✓
Internal shop fittings including display shelves or lighting	✗
Purchasing of equipment such as ladders, gurneys, scaffolding, and safety barriers (hiring equipment is permitted with directly related to the project).	✗
Routine maintenance (defined as simple, small scale or general upkeep of a building)	✗
Costs associated with lodging a Development Approval with Council (Development Approval may be required for the proposed improvements. Where required, the process may run in conjunction with application to the Shop Facade Upgrade Program).	✗
Work that has been completed or commenced	✗
Property in arrears in their rates or other outstanding debts such as fees or charges to Council	✗
Home based businesses or businesses with no street frontage	✗
Council and Government owned buildings	✗

HOW WILL MY APPLICATION BE ASSESSED?

The first stage is an eligibility check where Council staff will consider your application against the eligibility criteria (see 'Am I eligible to apply?').

If the application meets all eligibility criteria it will proceed to the assessment stage where Council will evaluate how the proposed works fit with the below priorities.

- Enhances the presentation of a building or business; and/or
- Contributes to amenity and a more interesting and exciting street experience for residents and visitors; and/or
- Makes a creative and unique contribution to the streetscape; and/or
- Improve accessibility for people with a disability.

Both the eligibility and assessment stages are undertaken by Council staff. Where the property is a State or Local Heritage Place, professional advice from Council's Local Heritage Adviser or Heritage SA will be obtained.

TERMS & CONDITIONS

- Grants of up to $4,000 may be awarded to businesses to improve their business facade. Grants are awarded on a dollar-for-dollar basis up to $4,000 unless special circumstances apply. The value of work must exceed $1,000.
- Council only provides funds via Electronic Funds Transfer (EFT). Applicants must provide bank account details in the same name as the organisation that is the applicant under this Grants Program.
- Your project should be 'Shovel Ready', all grants must be completed within 12 months of awarding of the grant.
- Evidence that the contractor undertaking the work has current Public Liability Insurance must be provided.
- A Grant Acquittal and Final Claim Form is required to be submitted within 3 months of completion of the project
- The acquittal report should be accompanied by an audited financial report verifying how the funds were expended or copies of tax invoices that clearly evidence the expenditure of the funds on the project.
- The acquittal report should include photographs of completed project and acknowledgement of Councils contribution.
- Payment of grant funds will be made upon completion of the project and submission of the acquittal and reports.
- Alternatively, progress payments can be negotiated with a final payment payable upon receipt of the acquittal and reports. Please contact the Director of Development Services on 08 87330900 to discuss progress payment options.
- A tax invoice must accompany a claim for payment.
- Payment will not be made for a completed project which is not the project detailed in the grant application.
- Successful applicants who have projects that are not completed within 12 months are requested to contact Council at least 2 months prior to the expiration of the 12-month period and provide information on the project status and expected revised completion date. Any progress payments made by Council will be required to be refunded in full.
- Successful applicants for funding who have not commenced their project within 12 months of being awarded the grant are required to re-apply for the funding to ensure adequate funds are available.

HOW DO I APPLY?

Completed applications can be submitted by email
to **council@wattlerange.sa.gov.au**,
by post to PO Box 27, MILLICENT SA 5280 or in person at any Wattle Range Council office.

For enquiries contact 08 8733 0900